

UNCLASSIFIED

DCI/ICS 83-4268
11 March 1983

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MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence
Director, Intelligence Community Staff *EXP* 14 MAR 1983

LOGGED

FROM:
Director, Planning and Policy Staff

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SUBJECT: Exceptional Intelligence Analysts' Purchase of Computers
or Lease of Computer Time

1. In administering the DCI's Exceptional Intelligence Analyst Program, we have thus far received three requests to use some of the funds to purchase computers. In general, the requests have appeared quite reasonable.

2. Since this issue has already surfaced repeatedly and will probably become even larger in the future, we believe a coherent, consistent policy with respect to the purchase of computers by individuals in the DCI's Exceptional Intelligence Analyst Program is required. We propose that the policy set forth below be adopted for the program.

3. For those already on the program: If the analyst's original approved proposal did not include the cost of purchasing a computer or leasing computer time, he would be required to submit a written justification of his need to buy a computer or lease computer time, what changes would have to be made to his original program to provide the funds necessary to buy the computer or lease computer time, and the reasons he cannot use his own agency's existing computer facilities. No additional funds are contemplated for the purchase of a computer or the lease of computer time. In addition, the analyst would be required to submit written confirmation from his agency that his proposed program changes are approved, he does indeed need his own computer, and that the computer he proposes to purchase can be used by the parent agency. Upon completion of the analyst's project, the purchased computers would become the property of the parent agency.



4. For those analysts applying to the DCI Exceptional Intelligence Analyst Program in the future: The guidelines for submission of proposals would be revised to require an analyst desiring to buy a computer or other equipment or software, or to lease computer time, to so state in his proposal, indicating the type of equipment, by make and model, or the lease arrangements, and the cost. In addition, he would be required to submit a written certification by his parent agency as to the need and desirability of having the computer or computer time, as described above.

5. The parent agency would also have to certify in writing that the analyst would use the computer in accordance with appropriate security policies and procedures.

6. The decision to purchase a computer/lease computer time or to reject the request would be that of the ICS Planning and Policy Staff, whose responsibility it is to administer the program. The decision would be made only after consulting with the Chief, PBS/Data Support Group, who is on rotation to ICS from DDA/ODP.

7. Since the use of computers in the workplace is becoming ever more commonplace, we believe that the policy outlined in this memorandum is timely and reasonable. We recommend your approval.

STAT

APPROVED: *K*

William Miller
Director of Central Intelligence

21 MAR 1983

Date

DISAPPROVED:

Director of Central Intelligence

Date

* PREFER LEASE OF TIME
UNDER PROPER SECURITY MEASURES
WHenever POSSIBLE

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